CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

AUGUST 14, 2019

AGENDA

Council Chambers	Regular Meeting	5:30 PM

4303 S. CENTER ROAD
BURTON, MI 48519

THIS MEETING WAS OPENED BY

PLEDGE OF ALLEGIANCE

A. CALL TO ORDER

B. STAFF PRESENT

C. ADMINISTRATIVE REPORT

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - Regular Meeting - Jun 12, 2019 5:30 PM

E. PURPOSE OF THE MEETING

1. TRICK OR TREAT TRAIL
2. VETERANS HONOR RUN
3. PIZZA WITH SANTA
4. PARK IMPROVEMENTS / MAINTENANCE

F. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton Park and Recreation Commission. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

G. COMMITTEE DISCUSSION AND OR ACTION

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, SEPTEMBER 11, 2019, AT 5:30 PM.

CITY OF BURTON

BURTON PARK AND RECREATION COMMISSION MEETING

JUNE 12, 2019

MINUTES

Council Chambers | **Regular Meeting** | **5:30 PM**

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairperson James Craig at 5:30 PM.

PLEDGE OF ALLEGIANCE WAS LED BY BOB WILSON.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Toby Bauldry	Commissioner	Absent	
Sandra Talbot	Commissioner	Present	
James Craig	Chairperson	Present	
Debra Dunsmore	Commissioner	Present	
Robert Wilson	Vice Chairperson	Present	
Christina Conley	Councilwoman	Excused	
Jeremy Scharrer	Commissioner	Present	
Joseph Fallis	Commissioner	Present	
William Owens	Commissioner	Excused	

B. STAFF PRESENT

Sue Warren, Parks & Recreation Director
Marcy Kimball, Records Tech

C. ADMINISTRATIVE REPORT

Ms. Warren stated I have heard excellent comments about the Memorial Day Events. Thank you to everyone that helped. The bills are all submitted for payment. I am waiting on Nehring's check. Everything will need to be deposited by June 30, 2019. The cost of the DAV flags are $103.00 each in multiples of three and I have already ordered them. A couple of weeks ago we noticed that the POW flag is gone. A while ago, we talked about purchasing picnic tables out of this year's budget for Settlement Park. Tina Conley knows of a person that makes wooden picnic tables for $200.00 that seats ten.

Mr. Sharrer said we would need to have a way to secure the tables before they are delivered.

Ms. Warren said starting July 1, 2019 the Parks & Recreation Commission and DDA Commission will be videotaped. All the other meetings are videotaped now except those two. We have been given us an additional $1500 in our budget to cover that.

Mr. Craig stated we could post our video to the Parks & Recreation Facebook page.

Ms. Warren said William Owens has been approved as the new Parks & Recreation Commission member. Burton Youth League started their games last night. Between Atherton's staff and our staff, we were able to get the fields mowed. The Burton staff will

Minutes Acceptance: Minutes of Jun 12, 2019 5:30 PM (APPROVAL OF MINUTES)

stay on top of it for the rest of the season. We had to scrap a girls section and put them with the Kearsley group. The games are every Tuesday and Thursday at 5:30 PM or 7:00 PM.

Mr. Scharrer said the fireworks did not start until around 10:00. It was sprinkling on and off and it started to downpour when it was time for the grand finale.

Ms. Warren stated Lisa Easterwood from Fleis & Vandenbrink would like to meet with us regarding the Iron Belle Trail. She is concerned that there may be an issue getting a right of way through Southmoor Golf Course now that it is closed. We may be able to receive grants or funding for this project. I will find out what a good day and time would be and let everyone know.

D. APPROVAL OF MINUTES

1. Parks & Recreation Commission - By-Law Committee - May 8, 2019 4:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

2. Parks & Recreation Commission - Regular Meeting - May 8, 2019 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

3. Parks & Recreation Commission - Memorial Day Committee - May 8, 2019 6:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

4. Parks & Recreation Commission - Memorial Day Committee - May 15, 2019 5:00 PM

Minutes Acceptance: Minutes of Jun 12, 2019 5:30 PM (APPROVAL OF MINUTES)

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

5. Parks & Recreation Commission - Memorial Day Race Committee - May 22, 2019 6:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

6. Parks & Recreation Commission - Memorial Day Committee - May 24, 2019 10:00 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

E. PURPOSE OF THE MEETING

1. Memorial Day Wrap Up

   Mr. Wilson said that overall we had a good turnout. It was better than last year because the weather was not as hot. The truck was very nice that Al Serra donated for the Male and Female Veteran of the Year to ride in. Next year we will have to schedule a guest speaker.

   Sandra Talbot said we ran out of candy to pass out. Next year I think we should order more candy.

   Mr. Craig stated Allyssa Jackson did a great job singing the National Anthem. There were many great comments on Facebook. It will be a couple of months before the race checks go out. We try to have the checks ready to go out by the end of July or beginning of August.

2. Parks Clean-up and Upgrades

   Mr. Scharrer said he is planning to attend the DDA meeting to thank them for donating the playground wood chips for the Water Tower Park. I also want to thank

Minutes Acceptance: Minutes of Jun 12, 2019 5:30 PM (APPROVAL OF MINUTES)

the many volunteers that came out to help with the cleanup. It has made a world of difference and meant a lot to the community. There are always children playing in the park now. The creek area at the Settlement Park needs a lot of work. Brush and trees need to be taken out so that people can sit and still see the creek. Fire Station #2 park needs to be clean up also. Consumers needs to come out and clear the trees by the power lines.

Mr. Craig said brush and branches need to be taken out and new playground wood chips put down at the Fire Station #2 playground. We can post on Facebook asking for volunteers, organizations, clubs and groups to help with the cleanup.

Ms. Warren asked about the fence repair at the Water Tower Park.

Mr. Scharrer said one of the damaged areas faces Oak Street Health parking lot next door. I think it would be nice if we could put a gate in there.

Ms. Warren will find out what if any permissions are needed for this gate.

Mr. Craig said he has information on senior's mobility areas if we wanted to put something like this in one of our parks.

Mr. Scharrer said he would like to see handicap accessible areas in our parks.

Ms. Warren stated she would get clarification on if we own the property where Goodie Barn was and get an updated list of city property owned lots that could be potential parks.

F. AUDIENCE PARTICIPATION

None.

G. COMMITTEE DISCUSSION AND OR ACTION

1. Approve and authorize the purchase and installation of two picnic tables for Settlement Park with a handicap accessible area built in.

   Ms. Talbot asked if the picnic tables will be handicapped accessible.

   Ms. Warren said she recommends two tables based on fund balances. She asked about the handicapped seating but is still waiting for an answer.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Sandra Talbot, Commissioner
SECONDER:	Robert Wilson, Vice Chairperson
AYES:	Talbot, Craig, Dunsmore, Wilson, Scharrer, Fallis
ABSENT:	Bauldry
EXCUSED:	Conley, Owens

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, JULY 10, 2019 AT 5:30 PM.

Meeting was adjourned at 6:33 PM.

Minutes Acceptance: Minutes of Jun 12, 2019 5:30 PM (APPROVAL OF MINUTES)

TRICK OR TREAT TRAIL

VETERANS HONOR RUN

PIZZA WITH SANTA

PARK IMPROVEMENTS / MAINTENANCE